



STATE OF RHODE ISLAND

Bd. of Examiners of Landscape Architects

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INSTRUCTION SHEET FOR REGISTRATION BY EXAMINATION

The RI Board of Examiners of Landscape Architects offers Sections C & D, only, of the Landscape Architectural Registration Examination (LARE) prepared by the Council of Landscape Architectural Registration Boards (CLARB), and a Rhode Island supplementary section. RI offers Sections C & E during the month of June, only.

For SECTIONS A, B, & D please register through CLARB @ WWW.CLARB.ORG or call (713) 319-8380.

APPLICATION DEADLINE - Application and all required documentation must be received or postmarked by **MARCH**

1. The Board will not accept faxed forms. Applications or forms received after this date will not be reviewed by the Board for the current examination administration.

To be eligible for the examination, candidates must meet the following requirements on or before the application deadline.

- Applicant must submit a complete application package. All required forms and documentation must be in sealed envelopes and attached to the application.** Documentation received which is not in sealed envelopes, will not be reviewed or considered by the Board.
- Must be "21 years of age and of good moral character."
- Must have a degree in Landscape Architecture or a related field from a college or school approved by the Board (or present "evidence of at least 6 years of practical experience in landscape architectural work of a grade and character satisfactory to the Board.") **Submit official school transcript in a sealed envelope.**
- Must have either a minimum of two (2) years experience in landscape architectural work under the direct supervision of a registered landscape architect of a grade and character satisfactory to the board; or one years' experience in landscape architectural work under the direct supervision of a registered landscape architect of a grade and character satisfactory to the board and one year's experience in related work under the direct supervision of a registered "Allied Professional" (architect, engineer or land surveyor) of a grade and character satisfactory to the board.

The sum of two (2) years of experience shall total 3,500 hours (A minimum of 1,750 hours must be under the direct supervision of a registered landscape architect, and up to 1,750 hours under the direct supervision of a registered allied professional). Hours worked on a part-time basis less than 10 hours per week shall not be calculated into the total time required. In addition, any hours worked in excess of 35 hours per week shall also not be calculated into the total time required.

- Must have submitted a **completed and notarized** application form.
- Must have submitted **two (2) references from landscape architects who have been registered a minimum of four (4) years and one (1) character reference. Reference forms must be sent directly to the applicant in a sealed envelope.**
- Must submit a non-refundable fee by check made payable to: **General Treasurer, State of Rhode Island, with the application.**
- If you have passed sections of the exam in other States, a "Transfer Candidate Verification Form" must be completed by each State **and returned directly to the applicant in a sealed envelope.**

Candidates wishing to take the exam after the **third attempt** must supply the Board with evidence of additional education and/or experience before he/she will be allowed to retake the exam. Specific requirements will be provided.